



**Town of Cheswold**  
**Minutes of the Monthly Town Council Meeting**  
**691 Main Street**  
**Cheswold, Delaware 19936**  
**Monday – November 1, 2021**  
**5:00 p.m.**

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**ZOOM Teleconference**  
**1-929-205-6099 Meeting ID: 9728359352#**  
**<https://us02web.zoom.us/j/9728359252>**

The following persons were in attendance in person:

Mayor Santo Faronea via ZOOM  
Vice Mayor Michael Wysong  
Secretary/Treasurer Theon Callender  
Councilperson Mark Moxley  
Councilperson Maxwell Amoako  
**Absent:** Councilperson Judith Johnson via ZOOM

**Police Department:** Chief Chris Workman

**Administration:** Town Clerk Shadina Jones via ZOOM

**Administrative Clerk:** Camryn Tunnell

**Public Works:** Code Enforcement Office Mike Callender

**NOTICE:**

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 30, 2020, on the Town of Cheswold website at: <http://cheswold.delaware.gov>. Copies of the agenda were posted outside the Cheswold Town Hall; in the local Post Office; at the Fox Pointe Management Office and on the Official Web Site for the Town of Cheswold, at <http://cheswold.delaware.gov>; and was filed with the Clerk of the Town of Cheswold on October 25, 2021. Copies of the agenda were available for pick-up at the Town Hall.

**MEETING:**

The meeting was called to order by Mayor Faronea at 5:02 pm.

**PLEDGE of ALLEGIANCE and MOMENT of SILENCE**

The Mayor led the attendees in the Pledge of Allegiance which was followed by a Moment of Silence.

**PROPERLY POSTED:** Administrative Clerk Camryn Tunnell noted that the meeting posted was properly posted on October 25, 2021.

**ROLL CALL:**

Mayor Faronea requested Administrative Clerk Tunnell to call the roll. And with six, (6), members of the six (6) person Council present, Ms. Tunnell presented a quorum to the Mayor and the meeting continued.

**REVIEW of AGENDA**

Mayor Faronea requested the Council review the accuracy of the agenda and for a motion to accept as presented or to make changes and amendment requests as needed.

Vice Mayor Wysong made a motion to accept the agenda as presented and Councilperson Moxley made a second to the motion. A unanimous roll call vote of the Town Council approved the motion.

**REVIEW of PEVIOUS MONTHS MINUTES**

Mayor Faronea requested the Council to review the accuracy of the previous month's minutes and for a motion to accept them as presented or to make changes and amendment requests as needed.

A motion to accept the Town Council ninutes, as presented was made by Councilperson Moxley and Vice Mayor Wysong made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the minutes as follows:

October 4, 2021 – Monthly Town Council Meeting

**TREASURER'S REPORT:**

The Mayor requested Council to review the following Treasury Reports and to make any necessary statements and/or to make a motion to approve reports:

- a. The Treasurer's Reports for the **Month of August and September 2021**, is as follows:

**Monthly Cash Flow Comparisons**

TOWN of CHESWOLD	OCTOBER 2021
Cash Receipts	\$ 127,176.54
Cash Disbursements	\$ 37,304.98
Positive Monthly Cash Flow	\$ 89,871.56

**TREASURER'S REPORT:** "continued"

ADMINISTRATION	OCTOBER 2021
Cash Receipts	\$ 59,222.39
Cash Disbursements	\$ 47,281.41
<b>Positive Monthly Cash Flow</b>	<b>\$ 11,940.98</b>

POLICE DEPARTMENT	OCTOBER 2021
Cash Receipts	\$ 12,987.95
Cash Disbursements	\$ 41,860.85
<b>Negative Monthly Cash Flow</b>	<b>(\$ 29,272.90)</b>

PUBLIC WORKS	OCTOBER 2021
Cash Receipts	\$ 55,366.20
Cash Disbursements	\$ 723.30
<b>Positive Monthly Cash Flow</b>	<b>\$ 54,636.90</b>

b. The Treasurer's Report, (Account Balances), for the Month of October 2021:

	as of:	OCTOBER 2021
Capital Account	\$	29,979.69
Cheswold Heritage Day Account	\$	4,605.69
Eide Grant Fund Account	\$	4,394.86
Public Safety Account	\$	54,300.50
General Fund Account	\$	305,181.02
Land Use Applicant's Account	\$	63,690.72
Litigation Account	\$	31,731.22
Municipal Street Aid Account	\$	61,768.01
Salle Grant Fund Account	\$	1,014.91
DelDOT Projects	\$	107,648.00
ARPA	\$	349,915.75
Municipal Complex Building	\$	750,000.00

c. Requisitions –

Req. #	Department	Vendor	Item	Amount	To Be Paid By
<b>NOTHING TO REPORT</b>					

b. Proposed Purchase/s -

Req. #	Dept.	Vendor	Item	Amount	To Be Paid By:
<b>NOTHING TO REPORT</b>					

**TREASURER'S REPORT:** *"continued"*

A motion to accept the Treasurer's Report, as presented was made by Councilperson Amoako and Vice Mayor Wysong made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the report as submitted.

**TAX COLLECTOR'S REPORT** – *Town Clerk Shadina Jones*  
*Month of October 2021*

**TAX REPORT: FISCAL YEAR 2021 – 2022**

Total Amount Billed: \$160,690.95

Total Amount Paid: \$33,601.18

As of:	Current Year:	Past Due Paid:
07/31/2021	\$ 33,601.18	\$ 867.88
08/31/2021	\$ 97,083.11	\$ 300.12
09/30/2021	\$ 23,534.44	\$ 1,171.23
<b>10/31/2021</b>	<b>\$ 2,077.06</b>	<b>\$ 143.03</b>
11/30/2021	\$	\$
12 /31/2021	\$	\$
01/31/2022	\$	\$
02/29/2022	\$	\$
03/31/2022	\$	\$
04/30/2022	\$	\$
05/31/2022	\$	\$
<b>06/30/2022</b>	<b>\$</b>	<b>\$</b>

**b. DELINQUENT TAXES** – *Town Clerk Shadina Jones*

**NOTHING to REPORT**

A motion to accept the Tax Report, as presented was made by Councilperson Moxley and Vice Mayor Wysong made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the report as submitted.

**POLICE DEPARTMENT REPORT – *Chief Christopher Workman:***

Chief Workman presented the following October 2021 report prior to the meeting:

**Training** – All officers will be completing their Fall in-service firearms qualifications on Tuesday, November 2, 2021, at the Bridgeville Pistol & fire Range. Officers will also be doing their Taser Re-certification; OC Spray; and in-service policy reviews for Response to Resistance; Reporting; and Agency Approved Weapons.

**State of Delaware Accreditation** – The Department with the assistance of DHS are continuing to work on the accreditation process.

**Honors** – On October 21, 2021, the Department received a letter from Sheriff Gary Hoffman of Queen’s Anne County, Maryland, expressing their appreciation for the kindness and compassion shown by Sgt. Susan Kline for her assistance with a missing person. (*See copy of letter – attached*)

The Cheswold Police Department received a letter of thanks from Sean Sexton, who participated in the Delaware Bicycle Route 1, 146 mile challenge. Cheswold Officer Helton assisted Mr. Sexton by blocking the intersection of Main and Commerce Streets, as he rode through the Town of Cheswold. Sean’s ride raised over \$7,500.00 for Cancer Support Community Delaware. (*See copy of letter – attached*)

**Firearms** – Through the use of grant funds the Department is in the process of upgrading all of the off-duty weapons to the Sig Sauer P320 9mm handgun. The purpose for this change is to upgrade the weapons to newer technology and to return to a smaller caliber weapon.

This will be a slow process as the manufacturing of weapons along with many other police items have slowed over the past year. Currently, there are six, (6), on order and two, (2), have been received to-date. The Department will be looking to purchase the remaining four, (4), weapons with other grant opportunities.

**Bulletproof Vest Grant** – The Department has been awarded \$1,988.00 for the purchase of four, (4), vests. One, (1), new vest will be assigned to the recruit officer and the other three, (3), vests will replace expiring vests.

**TRAFFIC**

***Traffic Violations Charged*** – Officers issued 107 traffic summons’s during the month of October. These are the number of violations issued. {Note: One, (1), traffic stop could equal two, (2), or more violations; e.g.: Speeding; no driver’s license}

**POLICE DEPARTMENT REPORT – “continued”**

***Actual Traffic Stops – October (106)***

Graphs depicting traffic stops made in October and dispositions, were presented to the Council. The following reflects the data depicted on the graphs by ethnic and gender:

**Male Traffic Stops**

	<u>Oct.</u>
African American	25
Caucasian	25
Latino	7
Other/Undetermined	2

**Female Traffic Stops**

	<u>Oct</u>
African American	22
Caucasian	25
Latino	0
Other/Undetermined	0

**Dispositions**

**Summons**

	<u>Oct.</u>
African American	37
Caucasian	37
Latino	7
Other/Undetermined	2

**Verbal Warnings**

	<u>Oct.</u>
African American	8
Caucasian	9
Latino	0
Other/Undetermined	0

**Written Warnings**

	<u>Oct.</u>
African American	2
Caucasian	4
Latino	0
Other/Undetermined	0

In an effort to expand transparency it is added to the monthly report to show who our officer’s stop for violations and how they complete the stop.

Anyone interested in obtaining a copy of the associated graphs may send an email request to [Cheswold.office@comcast.net](mailto:Cheswold.office@comcast.net) or apply in person at Town Hall.

**Monthly Activity Report –**

Officers responded to or completed reports for 147 Incidents for the month of October.

POLICE DEPARTMENT REPORT – “continued”

Monthly Incident Report – Is on file at Town Hall and is available upon request.

Vice Mayor Wysong inquired as to the condition of the recruit and Chief Workman responded that he is doing well and is scheduled to graduate from the Academy on March 17, 2022, which is a lucky day personally for the Chief and hopefully will be for the recruit also.

A motion was made by Vice Mayor Wysong to approve the Police Department report as submitted. A second to the motion was made by Councilperson Moxley and a roll call vote passed the motion.

**IF YOU DON'T CALL WHO WILL - CALL 9-1-1**

PUBLIC WORKS REPORT – Code Enforcement Officer Michael Callender

Mr. Callender presented the following report to members of the Council via e-mail prior to the meeting:

- Status Report –

	<u>PERMITS ISSUED</u>	<u>NEW VIOLATIONS</u>	<u>CLOSED VIOLATIONS</u>	<u>BUSINESS LICENSES ISSUED</u>	<u>BUILDING INSPECTIONS</u>
October 2021	15	2	0	11	1

The following represents the Code Enforcement Property status for both August and September:

- **30 New Street – UPDATE:** There has been no update on the sale of this property. Considered complete until further activity occurs. **COMPLETE**
- **33 New Street – PENDING:** This property has had a recent inquiry concerning its’ sale status. Considered complete until further activity occurs. **COMPLETE**
- **41 Commerce St. – PENDING:** The property owner has been sent his two, (2), letters of notice and will be receiving his final notice this week to clean up his property prior to fines being issued and vehicles being towed.
- **77 School Lane – COMPLETE:** This office is currently awaiting further communication with the property owner regarding the plot plan. Nothing has changed to-date. This location will be removed until the property owner contacts the Town again.

**PUBLIC WORKS REPORT** – "*continued*":

- **179 Commerce St.** – The Office is consulting with the Town Building Official regarding re-starting the process of re-condemning the structure and the letter will be issued to the owner, this week, through the office of the Town Attorney. **PENDING**

Mayor Faronea asked why the property has to be re-condemned. Mr. Callender explained the Board of Adjustment process which led to the hold of the initial condemnation has finally reached a point that can be referred to the Town Attorney.

**VIOLATIONS:** *Nothing to Report*

**CONSTRUCTION PROJECTS:**

- **Nobles Pond** – No new updates.
- **Stonington** – No new updates.
- **Alston's Walk** – The property owner has informed Public Works that the development project is still active and is planning to break ground in the spring of 2022.
- **Moorton Road** – The property has had its' final inspection completed. It's Certificate of Completion has been issued and the owner notified that it was due to go to settlement on October 25, 2021.
- **Parker's Run** – The Town has not received any information from the HOA regarding the issue of pool installation in the development, although two, (2), of the residences have since removed their pools.

**Town Maintenance**

- **Town Signs** – Nothing new to report.

A motion was made by Councilperson Amoako to approve the Public Works report as submitted. A second to the motion was made by Vice Mayor Wysong and a roll call vote passed the motion.

**PLANNING COMMISSION REPORT** - *Land Use Administrator Sam Callender*

Nothing New to Report.

**ORDINANCE for REVIEW**– *Town Administrator Sam Callender*

Ms. Callender presented the following Ordinance for the 2<sup>nd</sup> Reading by the Town Council:

**a. Ordinance 02-01-12-036 Ordinance for Parking Regulations**

**Purpose:** This Ordinance is intended to protect the public safety, health and welfare, on existing streets and all future streets, as hereinafter provided, by:

- A. Establishing parking standards for existing and future streets within the Town of Cheswold, and for safe thoughtful parking patterns along said streets;
- B. Fixing the parking responsibilities of owners, operators and occupants of all vehicles and;
- C. Providing for administration, enforcement and penalties and;
- D. Limiting commercial vehicle parking on Town of Cheswold streets.

**Revision: Insert Section 17 – Residential Parking Permits Requirements**

There was a pending question as to whether the parking permits would be hangars or stickers. Chief Workman explained that hangars would be used for visitors and window stickers would be used by residents. If window stickers are lost or stolen and/or sold with a vehicle, the resident will be responsible for obtaining a new sticker and some in cases paying a fine for it.

Councilperson Amoako asked if a Public Hearing would be held and if so, when? Ms. Callender responded that Public Hearings are required for all Ordinances before they can be implemented as Town law. In the case of this Ordinance, the earliest a Public Hearing could be held would be January, but it will be dependent upon the response from the Town Attorney.

**RESOLUTIONS:**

***NOTHING TO REPORT***

**PROCLAMATIONS:**

***NOTHING TO REPORT***

**OLD BUSINESS:**

Mayor Faronea requested a review of the open Town projects:

- **Municipal Services Building** – Ms. Callender reported that she and the Chief have reviewed the initial suggested layout for a new Municipal Building and made and returned our comments. It is expected that a revised layout including those comments and revisions will be received by the end of the week.

**OLD BUSINESS:** *"continued"*

- **Municipal Services Building** – *"continued"*

Upon receipt of the revised layout the Chief and Ms. Callender will review and revise it again and return it for adjustment. The initial layout appears to require an approximate 7,000 square foot building, but is subject to change.

- **Economic Development Plan & Cheswold Business and Merchant's Association** - Councilperson Amoako is waiting for a contact from the Central Delaware Chamber of Commerce. Councilperson Amoako also requested a list of business merchants in the Town and for a map of the business locations.

Ms. Callender stated that a list of business merchants is probably available in the administrative office as one was created previously for another Councilperson and she would have the Admin. Clerk forward a copy to him. She additionally stated that she doesn't have a map of business locations although she may be able to provide a Google map of the locations.

Subsequent to the meeting, Ms. Callender informed Councilperson Amoako that she doesn't have a map, but if the Councilperson comes into the office, someone will ride with him and identify those locations as well as the Town boundaries. He agreed and set up the meet date for Thursday, October 4, 2021.

- **Activities Committee** – The Mayor and Councilperson Johnson discussed having a Spring/St. Patrick's dance based on the senior environment. The idea is also based on the cost of a DJ; food; and location.

Councilperson Amoako suggested that outdoor movies be offered as an activity for kids. There was discussion about the requirements for doing so and Chief Workman offered to provide direction for obtaining permission to show movies.

- **Park Committee** – Vice Mayor Wysong – Nothing New to Report
- **Protest Plan Team** – ON HOLD
- **MPO Participation** – Mayor plans to attend November 3<sup>rd</sup> meeting and will provide feedback.
- **AMERICAN RESCUE PLAN ACT** – Mrs. Callender reported that she received a response from the State hired attorneys just prior to the start of tonight's Council meeting and will report their findings at next month's meeting.

**OLD BUSINESS:** *"continued"*

- **AMERICAN RESCUE PLAN ACT** – *"continued"*
  - **Code Red** – Pending Attorney Response
  - **Park/Community Garden** - Pending Attorney Response
  - **Cost of Officer Re-Hire** – Pending Attorney Response
  - **Water Extension Project** - Pending Attorney Response

**NEW BUSINESS:**

- a. **Possible Annexation** – Ms. Callender reported that she is in receipt of an annexation application that is being reviewed by the Planning Commission and may be on the December agenda for the Council to accept or deny receipt.
- b. **State of the Base** – Vice Mayor Wysong reported that the Air Force will be conducting a State of the Base ceremony on Monday, November 22, 2021. It's a breakfast event and the tickets are \$25.00. The last day to purchase tickets is Tuesday, November 2, 2021. The event is sponsored by the Central Delaware Chamber of Commerce.
- c. **Fallen Officers** – Chief Workman advised that a ceremony to recognize the service of all Fallen Officers in the State of Delaware is scheduled to be held on Sunday, December 5, 2021, at 7 p.m., on the Green of the Legislative Mall in Dover. Chief Workman has been given the unique honor of reading the names of all those officers.

**COMMUNITY COMMENTS:**

*Nothing to Report*

**COUNCILPERSON COMMENTS:**

Vice-Mayor Michael Wysong – *NOTHING to REPORT*

Secretary/Treasurer Theon Callender – *State Legislative re-districting has resulted in the loss of our Town being represented by State Senator Dave Lawson. Our new representative is State Senator Bruce Ennis.*

Councilperson Judith Johnson – *NOTHING to REPORT*

**COUNCILPERSON COMMENTS:** : *"continued"*

Councilperson Mark Moxley – *NOTHING to REPORT*

Councilperson Maxwell Amoako – *Requested Chief Workman to try and have Officers available to patrol bus stops in the afternoons between 3:30 and 4:00 p.m., as his five, (5), year old son was left at the bus stop on the past Friday, during a major gale storm, even though he told the bus driver that he wasn't supposed to be left there. The Chief agreed to do so.*

**MAYOR FARONEA'S COMMENTS – *NOTHING to REPORT***

**Motion to Adjourn**

A motion was made by Councilperson Callender seconded by Councilperson Moxley to adjourn at 6:05 p.m. A roll call vote on the motion resulted in a unanimous vote to approve. The meeting adjourned immediately thereafter.

*Submitted by: Secretary/Treasurer Sam Callender – November 4, 2021*